

# B.A. Bulletin

June 2000

## Important Health Benefits News for Benefits Administrators

## Upcoming Events

### JUNE

**June 14 ♦** Last day to call KATY for routine address and health benefits changes

**June 28 ♦** Information mailed to employees and retirees on long-term care insurance

**June 30 ♦** KATY no longer in service

### JULY

**July 1 ♦** Taking effect: new health plans, long-term care insurance, drug program for Medicare-eligible retirees returns to copayments

**July 19 ♦** Employee and retiree meetings on long-term care begin in Richmond, continue statewide in August and September

### AUG

**Aug 14 ♦** Long-term care employee and retiree meetings resume in Annandale

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## Long-Term Care Mailing Update

An information package on long-term care will be mailed to employees and retirees beginning June 28 (tentative schedule). The package contains a letter from the Department of Personnel and Training, a postcard to return to Aetna U.S. Healthcare for an enrollment kit, plan rates, an Aetna brochure and who to contact for more details.

While long-term care insurance becomes available on July 1, employees' individual coverage will take effect at a time determined by Aetna after the completed application is received and processed. Employees (not already eligible for claim) who enroll on or before October 31 will be able to do so without providing proof of good health. A benefits administrator memo will provide additional information.

A schedule of employee and retiree meetings on long-term care is being developed and will be distributed as soon as it is available. Meetings will begin on July 19 at the VDOT Auditorium in Richmond.

## Member Handbook Distribution

A supply of new Key Advantage and Cost Alliance Member Handbooks will be sent to benefits administrators by early July. Please be sure that every employee enrolled in the Key Advantage and Cost Alliance plans receives a Member Handbook. Trigon will mail plan ID cards to members separately. The regional POS and HMO plans will mail handbooks and plan ID cards to members before July 1.

## KATY's Break Begins

- The last day employees may call KATY for routine address and health benefits changes is June 14
- KATY will be taken out of service on June 30
- **It's just paper from now on!** All plan enrollments, plan and membership changes will be made with Enrollment/Waiver forms.
- **Remember to take down all KATY posters!**

## Don't Forget the Flexible Benefits Program!

It's not too soon to remind employees about the advantages of Medical Expense and Dependent Care Reimbursement Accounts. They can prepare this summer for future tax savings!

**Annual Enrollment for Flexible Benefits will be November 1 to December 1, 2000.** This also is the period for electing or waiving Premium Conversion.

